



# **Rio Arriba County Detention Center (RACDC) POLICY 035: SUPERVISION OF INMATES/INTERACTION WITH INMATES**

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The safety and control of the inmates is the primary responsibility of the Rio Arriba County Detention facility. The Rio Arriba County Detention facility shall implement practices to supervise inmates and maintain positive staff/inmate relations to ensure:

- a. An orderly, safe, and controlled detention environment.
- b. That inmates understand and comply with what is required of them by the facility and staff members.
- c. Positive inmate/staff morale exists.

## **General Information:**

1. Inmates shall be supervised on a 24 hour basis to ensure their safe and secure housing. Supervision shall be consistent with inmate assigned classification.
2. It shall be the responsibility of the administration and supervisors to assign an adequate number of staff 24 hours a day in order to supervise all inmates.
3. The shift supervisor shall ensure that all detention officers comply with the unit checks of inmates and the facility. This will ensure the safety and well-being of all inmates who are housed at the facility.
4. The shift supervisor and officers shall maintain a daily activity log on each shift in order to ensure that all routine facility and unit checks are done properly.
5. Detention personnel shall try to detect if any inmates are trying to control other inmates. If it becomes apparent that one inmate is controlling another inmate then they will be segregated and the abuser will be properly disciplined.
6. Detention personnel shall not degrade or disrespect the inmates. Inmates will be treated with respect in order to encourage the same treatment from the inmates.
7. Detention staff shall not show favoritism towards any inmate. All inmates shall be treated fairly and equally.
8. Detention personnel shall assure that they have back-up before entering any pod, especially the maximum security unit.



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---

9. Detention personnel shall not gossip with any inmate concerning other inmates or staff members.
10. Detention personnel shall ensure that inmates comply with all rules and regulations.
11. Detention personnel shall not give any inmates any legal advice. Inmates are encouraged to apply for public defenders if they cannot afford private attorneys.
12. Anytime there are inmates in the recreation yard, security staff shall be present.
13. Detention staff shall not promise anything to inmates.
14. Any officer entering a pod of the opposite sex shall identify themselves before entering the pod.
15. Detention personnel shall recognize and praise appropriate inmate behavior.
16. Detention personnel shall physically supervise inmate population. There is no substitute for physical supervision.
17. Inmates that are related to staff or related to law enforcement officials shall be properly classified, if detention personnel are aware or are made aware of the relation. (Inmates may ask for a waiver of protective custody).
18. All inmates who are known to be detention officers or correctional officers are to be watched very carefully and must be properly classified.

### **Maximum Security**

1. Maximum security inmates will only be housed in the facility's A-pod and booking. C-pod will be used as a maximum security only if all the other cells are filled up.

### **Medium Security**

1. Medium security inmates will be housed in the facility's C-pod or in any maximum security unit when there are not enough inmates classified to maximum security.



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## Trustees

1. Trustees selected to perform duties throughout the facility will be housed in a minimum security setting. Some of the DWI programming will include trustee duties and therefore will be housed in the DWI unit.
2. Kitchen trustees will be supervised by the kitchen cooks while working.
3. Kitchen trustees shall not loiter in the kitchen after all work has been completed.
4. Only inmates assigned as kitchen trustees will be allowed in the kitchen.
5. Trustees shall report for duty only when called for or as scheduled.
6. Laundry trustee will not leave the laundry area unless allowed to do so by the shift supervisor.

## Supervision of Inmate Activities

1. All inmate activities will be supervised by detention personnel. These activities include:
  - a. library
  - b. religious services
  - c. visiting
  - d. recreation
  - e. counseling
  - f. rehabilitation services
  - g. medical services
2. Group religious services will be held in the multi-purpose room. Only inmates of the same classification are allowed to do group religious services. Maximum security inmates may request clergy for one-on-one mentoring.
3. Visiting will be permitted for thirty minutes for every inmate. All visits will be by appointment only. Extensions of visiting time may be approved by the administrator.



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4. The administration may on occasion approve contact visits. These visits are rare and must be pre-approved.
5. All visitors shall provide picture identification before being allowed to visit.
6. All inmates shall be pat searched before returning to their housing area after a contact visit.

## **Isolation**

1. Inmates who pose a security threat to the facility shall be placed in isolation. Some of the reasons for placing inmates in isolation include but are not limited to:
  - a. protective custody
  - b. any inmate threatening harm to himself or others
  - c. any inmate receiving disciplinary reports
  - d. some penitentiary inmates
2. All special management inmates shall be housed in individual cells if possible.
3. Special management inmates will not be allowed out of their cells when there are other inmates around.
4. Inmates in isolation due to disciplinary reports may be limited in what they can order from commissary.
5. All inmates threatening suicide shall not be given any items that they can use for self-harm.
6. Inmates in isolation for disciplinary reports will be evaluated every thirty days to determine if further isolation is required.